

Bureau of Waste Management Proposed Two-day Agenda

January 11th and 12th

Start @ 9:30 on 1/11/05

Lowell Hall, Room 118 (check the board in case they switch rooms on us)

Goal of Meeting: Review report sections, discuss and recommend management decision-making, recommend implementation plan and performance measures; and develop agenda for the WaMT meeting on January 18, and the briefing for the AWM

Homework: Review the Bert Stitt report and bring the 2 items you recommend we implement; rank which management systems should be implemented short, mid and long-term; bring ideas on expectations for implementation (who, when, sideboards, etc); as time allows, bring skill sets needed in program beyond the engineer, hydro skill sets; all other homework you volunteered for.

Meeting logistics – end time (1/11), start/end time (1/12), lunch, dinner

Review and Framing: All

- What we accomplished last week
- What is our purpose for today's meeting
- Questions for either?
- Review agenda – repair?

Management decision-making 'structure': Frank (see document Frank prepared and sent out 1/10/05)

- What are the issues that need to be factored into management decision-making for effective, efficient decision-making?
- What are areas we need to improve upon with WaMT decision-making for program oversight?
- What might our new future decision-making look like?
- What will it take to implement?

Report Discussion - how are we coming on the pieces: Mike

- Narrative for the sections and options (what improvement opportunity does it address, strengths, areas that may not be as strong, etc)
- Volunteers for development of sections/chapters - update
- What do we have yet to pull together?

Performance Measures: John

- Review draft performance measures
- What do we need to measure short-term; long-term?

Implementation Plan - details

- Recommendations from Bert Stitt – decide on 1 or 2 that should be implemented and how.

- What management systems should be implemented short, mid, long-term? – list and prioritize
- Implementation teams:
 - For which management systems?
 - Team make-up, timing, expectations
- What is the overall timeline? What can happen relatively quickly, etc.?

WaMT Agenda for 1/18 meeting

- Purpose of meeting and meeting flow – draft agenda?
- Who presents?
- What materials to share and when?
- Other items?

AWMT Briefing

- Same as WaMT?

Summary, Homework and Agenda for 1/19 Meeting